

Fig. 1

ETRAV Workstation Login

Username:

Password:

Fig. 2

50

60a

Welcome to the ...com Workstation.

This role-based management workstation is designed to bring online, and help make more efficient, eTrav's business process. An Intranet/Extranet database application, it is used to collect and manage Journey information, while presenting a logical and consistent path throughout the eTrav Journey managing process.

- **Journey Maker**
The Journey Maker is used to assemble entire Journeys using the pieces created in the Content Manager. These pieces may also be created in the Journey Maker. The Journey creation process follows a pre-defined path, called a wizard, for ease of use. This workstation automates the creation of a Journey, and the simultaneous creation of a unique and dynamic Journey Website, accessible through password authentication over the public Internet.
- **Content Manager**
The Content Manager is a data entry tool used to add, modify, and delete disparate Counters, Vendors, Travelers, Itineraries, Core Days, Services, Locations, and Group Leaders, the units that make up a Journey.
- **Operations Manager**
The Operations Manager, to be added in the next phase, is a services management tool.
- **Administrator Manager**
The Administrator Manager allows the administrator to create, modify, and assign workstation user roles.
- **Reports**
The Reports Module permits access to view and print various reports.
- **Log Out**
Click on this link to log out.

eTrav Workstation is designed to be used with Microsoft Internet Explorer 5.01 or above.

Workstation and Journey Website are powered by...

Fig. 3

60

Journey Maker

Journey Search

Search for a Journey using any number of the following parameters. If you know the Journey is not in the database, click the following button:

Create a New Journey *80A*

Journey Name:

Location:

Dep. Date Range:

Group Type:

Price Range (US\$):

Find

Fig. 4

80

Journey Details

Journey Name:

Journey Login Code:

Journey Summary:

Departure Date:

Departure City:

Arrival Date:

Arrival City:

Return Date:

Return City:

80A → Journey Status:

Preferred Price Range:

Lockout Period Dates:

Full Payment Due Date:

Update Bulletin (if any):

Bulletin Text:

Fig. 5

80

Previous **Next**

Fig. 5b

Journey Travelers

Select Type of Group:

Projected # of Group Leaders:

Actual # of Group Leaders:

Cancelled # of Group Leaders:

Projected # of Asst. Leaders:

Projected # of Travelers:

Actual # of Travelers:

Cancelled # of Travelers:

Maximum # of Travelers:

Total # Paying Travelers:

Requested # of Airline Seats:

Confirmed # of Airline Seats:

Requested # of Land Places:

Confirmed # of Land Places:

Page 2 of 4

Fig. 6

← 90

Journey Details

Air Preferences:

Land Preferences:

Overnights:

Hotels and Flights:

Hotel Information:

Flight Information:

Courier:

First Name:

Last Name:

Area of Expertise:

Fig. 7

← 100

Show Audit History

System Calculations and Specifications

Projected # of Travelers: 20 Budgeted Cost Per Air: \$ 0 Budgeted Cost Per Land: \$ 0 Total Budgeted Costs: \$ 1509 Tax: \$ 87 Registration Fees: \$ 95 Other: \$ Total Required Fees: \$ 157 Enrollment Fee: \$ Margin: \$ Traveler Price: \$ 1654 Calculate	Projected # of Group Leaders: 1 Dist From Port: 6 Ferry Rate: \$ Enrollment Fee: \$ Group Leader Stipend: \$ -2030 Group Leader Experience Bonus: \$ 0 Group Leader Incentive: \$ Margin: \$ Group Leader Price: \$ Calculate
--	--

[Previous](#) [Finish](#) 100%
 Page 4 of 8
 Audit

Fig. 8

← 110

Journey Maker

****Bahama Bounty** Journey**

- Itinerary
- Group Leader
- Asst. Group Leader
- Couler
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search**

Show Audit History

Journey Details

Journey Name: **Bahama Bounty**

Journey Login Code: **etrajourney63**

Journey Summary: **Itinerary for printing.**

Departure Date: **01/01/2001** mm/dd/yyyy

Departure City: **New York City, USA**

Arrival Date: **01/31/2001** mm/dd/yyyy

Fig. 9

← 120

Journey Maker **Admin Manager**

Treasures of France Journey

- Itinerary ← **130a**
- Group Leader
- Asst. Group Leader
- Couler
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search**

Find an itinerary to assign to the Journey using any or all of the following parameters. If you know the Itinerary is not in the database, click the following button:

Create a new Itinerary ← **130b**

Itinerary Name:

Trip Length (Days): **All**

Price Range (US\$): **All**

Location 1: **Select a Location**

Location 2: **Select a Location**

Location 3: **Select a Location**

Find!

Fig. 10

← 130

Journey Maker **Admin Manager** **System Manager** **Help**

Treasures of France Journey

- Itinerary
- Group Leader
- Asst. Group Leader
- Couler
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search**

You are creating a new Itinerary

Name:

Description:

Departure City: **Select a Location**

Location 1: **Select a Location**

Location 2: **Select a Location**

Location 3: **Select a Location**

Price \$: **00.00**

Main Journey Image: **Browse...**

Main Itinerary Image: **Browse...**

Fig. 11

← 140

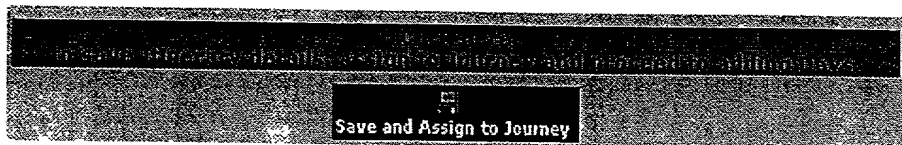


Fig. 11b

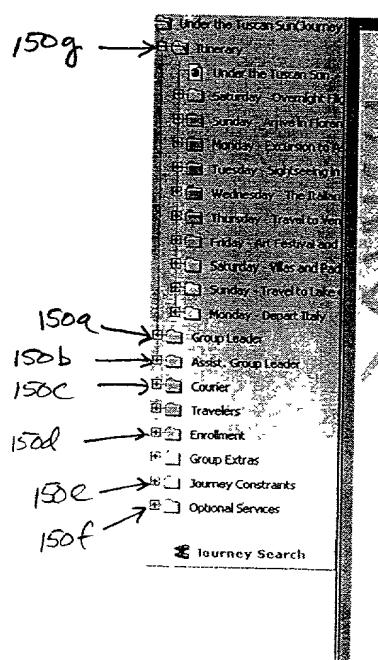


Fig. 12

← 150

Edit an Itinerary

Show Audit History

You are editing an Itinerary

Name: Under the Tuscan Sun

Description: Alfred and Kitty Savia invite you to join their second Italian tour. By next year, the crowds of Millenium and Jubilee tourists should have

Departure City: Indianapolis, USA

Location 1: Florence, Italy

Location 2: Venice, Italy

Location 3: Verona, Italy

Price \$: 0






Main Journey Image: 

Fig. 13

← 160

Main Journey Image:  

Itinerary Image 2:  


Itinerary Image 3: 

Fig. 14

Itinerary Day List:

Day	Name	Category	Price	Link
1	Saturday - Overnight Flight	CustomDay	\$0	
2	Sunday - Arrive in Florence	CustomDay	\$0	
3	Monday - Excursion to Assisi	CustomDay	\$0	
4	Tuesday - Sightseeing in Florence or Optional Excursions to Hill Towns	CustomDay	\$0	
5	Wednesday - The Italian Riviera	CustomDay	\$0	
6	Thursday - Travel to Venice	CustomDay	\$0	
7	Friday - Art Festival and Sightseeing in Venice	CustomDay	\$0	
8	Saturday - Villas and Padua	CustomDay	\$0	
9	Sunday - Travel to Lake Como	CustomDay	\$0	
10	Monday - Depart Italy	CustomDay	\$0	

Save Now Unassign from Journey Save as Classic Itinerary Audit

Fig. 15

170

Show Audit History

You are editing a Day

Name: Saturday-Overnight Flight

Description: We connect to Indianapolis on Saturday, June 23rd and fly overnight to Florence.

Overnight City: Overnight Flight

Budgeted Cost: \$ 0 (numeric only)

Add New Links:

Save Now Unassign from Itinerary Save as Core Day Audit

Fig. 16

Click here to save Day details and proceed to adding Services.

Fig 16 b

170a

You are creating a new Service

Service Overview:

Description:

Category:

SubCategory:

Class:

Location:

Season:

Budgeted Cost: \$

Image:

Fig. 17

← 180

Library > Day >
Click on the link to go back to the Day Detail page.
[Back to Day Detail Page](#)

Find a Service to add to the Day using any or all of the following parameters. If you know the service is not in the database, click the following button:

[Create a new Service](#)

Service Name:

Category:

SubCategory:

Class:

Location:

Fig. 18

← 190

Library > Day >
Click on the link to go back to the Day Detail page.
[Back to Day Detail Page](#)

Find a Service to add to the Day using any or all of the following parameters. If you know the service is not in the database, click the following button:

[Create a new Service](#)

Service Name:

Category:

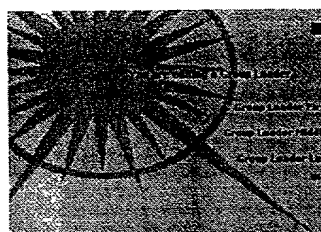
SubCategory:

Class:

Location:

Fig. 19

← 195



Name:

Group Leader:

- ☐ Group Leader: First Name: Last Name:
- ☐ Group Leader: Middle Initial:
- ☐ Group Leader: Last Name:

Address:

Dr. Gehring teaches at the University of Southern Indiana.

Level of Expertise: ☒ Standard ☐ Advanced

Travel History:

☒ Dr. Gehring loves to travel.
☐

Group Leader Type: ☒ Assistant ☐ (in some cases)

Referred By:

Honors Requested: ☐ Yes ☒ No

Group Type:

Enrollment Information

If Over 25, Adult Surcharge:

Early Enrollment Credit 1:

Early Enrollment Credit 2:

Early Enrollment Credit 3:

Late Enrollment Surcharge:

Date of Early Enrollment 1:

Date of Early Enrollment 2:

Date of Early Enrollment 3:

Fig. 22

← 210

Enrollment Constraints

Specify enrollment constraints. Choose a method of constraining enrollment by selecting a radio button on the left.

☐ Open Enrollment - Anyone can register.

☐ Yes / No Prerequisite - Enter Question:
(This question must be worded in such a way that only a "Yes" response will permit the applicant to enroll)

Fig. 23

← 220

Optional Services Assigned to the Journey

Service	Price	Location	Availability	Notes
Travel Protection Plan	70	06/11/2001		

Template Optional Services

Service	Price	Location	Availability	Notes
International Departure Fee	0	Select a Location	Not Valid	
Domestic Departure Fee	0	Select a Location	Not Valid	
Baggage Fee	125	Not Valid		
Insurance	0	Not Valid	Not Valid	
Seat Upgrade - Economy	18	Not Valid	Not Valid	
Seat Upgrade - Business	60	Not Valid	Not Valid	
Seat Upgrade - First	10	Not Valid	Not Valid	

Create new Optional Service

Service	Price	Location	Availability	Notes
			0	

*: If Applicable

Fig. 24

230

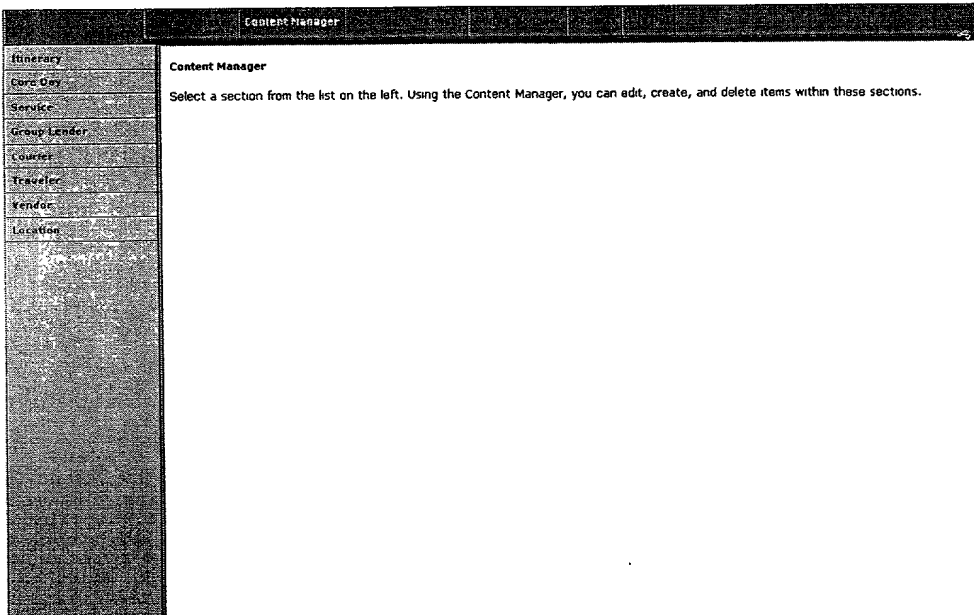


Fig. 25

← 240

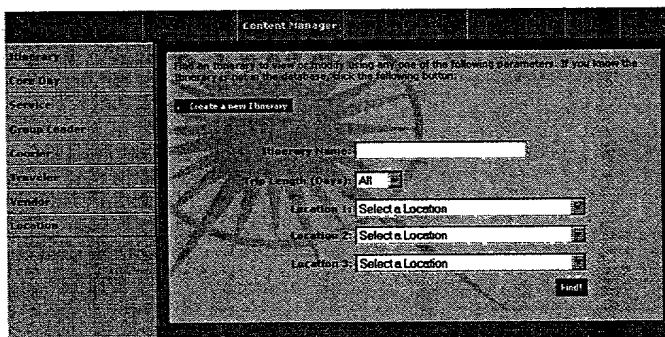


Fig. 26

↑ 250

Services Search Results List
Select a service using the radio buttons on the left. Then, perform an action using the bottom buttons.

Don't find what you are looking for?

<input type="checkbox"/>	Hotel Bed Breakfast (Half Pension) - HB SANBath - Standard	03/01/2001 Needed Accommodation	Hotel Bed Breakfast (Half Pension) - Standard	Part Book Nos	4	42.05	Paris, France
<input type="checkbox"/>	Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - Madrid - Normal	03/19/2001 Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax) - Normal	Capricho Avelar	25	6.54	Madrid, Spain
<input type="checkbox"/>	Hotel Bed Breakfast (Half Pension) - HB TOL Toledo - Standard	03/19/2001 Needed Accommodation	Hotel Bed Breakfast (Half Pension) - Standard	Capricho Avelar	25	36	Toledo, Spain
<input type="checkbox"/>	Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - Madrid - Normal	07/06/2001 Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax) - Normal	This is a test	18	6.54	Madrid, Spain
<input type="checkbox"/>	Hotel Bed Breakfast (Half Pension) - HB TOL Toledo - Standard	07/06/2001 Needed Accommodation	Hotel Bed Breakfast (Half Pension) - Standard	This is a test	18	36	Toledo, Spain
<input type="checkbox"/>	Hotel Bed Breakfast (Half Pension) - HB LON London - Standard	01/01/2001 Needed Accommodation	Hotel Bed Breakfast (Half Pension) - Standard	**European Odyssey**	15	43.15	London, Great Britain
<input type="checkbox"/>	Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - London - Normal	01/01/2001 Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax) - Normal	**European Odyssey**	15	11.42	London, Great Britain
<input type="checkbox"/>	Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - Madrid - Normal	06/10/2001 Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax) - Normal	Capricho Avelar	25	6.54	Madrid, Spain

Fig. 27

← 260

Admin Manager

Don't find what you are looking for?

User ID:

User First Name:

User Last Name:

User Role:

Fig. 28

← 270

Reports

280a → **Operations**

Reports

Select a report from the list on the left. Using the Reports Section, you can view and print reports within these sections.

Fig. 29

← 280

Reports

Operations Report

Print May 15 12:43:50 2006

Select

Start Date: 12/1/00 (Any day/yyyy)
 End Date: 7/1/01 (Any day/yyyy)
 Location: All
 Journey Director Last Name: All
 US Departure City: All

Cancel Include

(12/01/2000 - 01/01/2001)

Country	City	Country	City	Country	City
USA	Los Angeles	UK	London	UK	London
USA	Los Angeles	UK	London	UK	London
USA	Los Angeles	UK	London	UK	London

WPA: 101
 Appointments: 101
 Overnights: London(1)
 Fees: \$1695 Adult, \$1519 Student

GL Traveler: Journey Director: To be assigned
 Projected: 3 35 Group Type: Mixed
 Actual: 1 17 Max Travelers: 48

GL	Group	NAT	ALL/EXT	Waitlisted	Total Conf
1	1	0	0	0	0

Air Preferences: HK2/UCD Internal Flight: ☒

Land	Adults	Students	Waitlisted	Total Conf
1	0	0	0	0

Land Preferences: Theater: ☒
 Train: ☒

Journey Director Preferences:

Fig.30

← 290

Reports

Operations Report

Print May 15 12:43:50 2006

Select

Start Date: 12/1/00 (Any day/yyyy)
 End Date: 7/1/01 (Any day/yyyy)
 Location: All
 Journey Director Last Name: All
 US Departure City: All

Cancel Include

(06/01/2001 - 06/30/2001)

Country	City	Country	City	Country	City
USA	Los Angeles	UK	London	UK	London
USA	Los Angeles	UK	London	UK	London
USA	Los Angeles	UK	London	UK	London

WPA: 101
 Appointments: 101
 Overnights: Seville(2), Madrid(2), Madrid(1), Seville(2), Granada(1), Almeria(4)
 Fees: \$2945 Adult, \$2679 Student

GL Traveler: Journey Director: To be assigned
 Projected: 3 25 Group Type: High School
 Actual: 1 10 Max Travelers: 25

GL	Group	NAT	ALL/EXT	Waitlisted	Total Conf
1	1	0	0	0	0

Air Preferences: HK2/WH Internal Flight: ☒

Land	Adults	Students	Waitlisted	Total Conf
1	0	0	0	0

Land Preferences: Theater: ☒
 Train: ☒

Journey Director Preferences:

Number of Groups: 232

	GL	Traveler	Confirmed
Projected	636	5274	3897
Actual	364	2696	804

Fig.31

← 300

Fig. 32

← 310

Fig. 33

← 320

Fig. 34

← 330

[OurJourney](#) | [Itinerary](#) | [RegisterOnline](#) | [ContactUs](#) | [InsuranceInfo](#) | [TravelResources](#)

OurJourney
Courier
Group Leader
Group Resources

OurJourney: Cuba: Exploration and Rediscovery

Welcome, Guest

- [Register](#) for this Journey online and receive a free phone card! Registering is easy!
- [Click here](#) if you have already registered and would like to login.

Special Bulletin:

A bulletin from eTravel:
 Breakfasts are provided every day during the trip. You will be free for lunches and dinners, so that you will have the opportunity to sample local restaurants as well as "home style" cooking at Palladars.

Itinerary Overview

Departure City: Boston, USA
 Departure Date: 10/27/2000
 Return Date: 11/04/2000
 Duration: 9 Days

Base Costs

Adult Program Fee: \$2399
 Tax: \$87
 Registration Fee: \$95

Cuba: Exploration and Rediscovery

Summary: While much of the forty-year-old economic blockade remains in place, the longstanding cultural blockade is lifting. US policy is now encouraging cultural visits and exchanges. This "people to people" program is sponsored by the Massachusetts Foundation for the Humanities. It provides a unique opportunity to explore this amazing country, and to build a bridge of understanding with its people.

Exploring Cuba: Exploration and Rediscovery

- Who's going to take you from place to place? Meet your [Courier](#).
- Guess what? There's a page on this site devoted entirely to your [Group Leader\(s\)](#).

View Itinerary

390a

390b

Fig. 35


390

The screenshot shows the eTrav.com registration interface. At the top, there is a navigation bar with links: [Our Journey](#), [Itinerary](#), [Register Online](#), [Contact Us](#), [Insurance Info](#), and [Travel Resources](#). Below the navigation bar is a "Register Online" button. A horizontal sequence of seven steps is displayed, with Step 1, "Select Age Group", highlighted. The steps are: Step 1: Select Age Group, Step 2: Create My Account, Step 3: Confirm My Account, Step 4: Accept Terms and Conditions, Step 5: Accept Release Form, Step 6: Select Journey Options, and Step 7: Make Payment.

Step 1: Select Age Group

Welcome to the eTrav online registration process.
Please follow the easy seven-step registration process to join this journey.

eTrav.com Registration:

 To begin, please tell us the following:

Age Group:

Register for this Journey online and receive a free phone card for use

Fig.36

350

Login Information

Please enter your personal login information. This will be your username and password for all future visits and should not be shared with any unauthorized persons.

Username:

Password:

Password Reminder:

Choose a question to which only you know the answer, and that has nothing to do with your Password. If you forget your Password, or if you're having trouble adding your debit card, you'll need this question to reset your Password. If you provide the information correctly, we'll give you a Password Reminder.

Secret Question: What are the last 4 digits of your social security number?

The Answer:

Account Information (Required Information is in bold)

Traveler Profile: ☐ Mr ☐ Ms ☐ Other

First Name:

Middle Initial:

Last Name:

Address Line 1:

Address Line 2:

City:

State/Zip Area:

Zip Code:

Country: USA

Home Phone:

Home Phone #2: (include area code)

Work Phone #1: (include area code)

Work Phone #2: (include area code)

Date of Birth: (mm/dd/yyyy)

Billing Address (Required Information is in bold)

Same as above: ☐

(If not, please fill in the following billing information)

Billing Address Line 1:

Billing Address Line 2:

City:

State/Province:

Zip Code:

Country: USA

Fig. 37

360

Credit Card Information

If you wish to make an on-line payment via credit card, please fill in the following information. Your credit card will not be charged until you authorize us to do so at the end of your registration process. On-line payments are processed via the Cyber Cash system through a secure server directly to the eTravel Escrow Account at Citibank Bank of Boston.

Credit Card Holder's Name: (as shown on card)

Credit Card Type: Select a Card

Credit Card Number: (include the spaces)

Expiration Date: (mm/yy)

Traveling With a Spouse?

If you are traveling with your spouse, please enter the following information. Please note that your spouse must also complete the registration process.

Spouse's First Name:

Spouse's Last Name:

Emergency Contact Information

This is only required if under 18 years of age, but it is helpful to us if everyone completes this section.

Emergency Contact First Name:

Fig. 38

370

Step 3: Confirm My Account

Thank you for completing Step 2, Gregory. Please confirm the accuracy and completeness of your account information below.

Please Note:

- Upon return to strajourneys.com, enter your Journey Code, your Username (not "Guest") and your Password. Your username is **gsreich**.
- You may view or modify your account information under the section, **My Account**.

Account Information for 'gsreich'

[Click here to make modifications](#)

Traveler Name: Mr. Gregory s Reich

Address: Ocean View Dr

Dorchester, MA 02119
USA

Billing Address: Ocean View Dr

Dorchester, MA 02119
USA

Email Address: gsreich@hotmail.com

Home Phone #: 617-740-8330

Work Phone #: 617-740-8330

Organization:

Sex: Male

Date of Birth: 09/14/1976

Traveler Type: Student

Prior eTrav
Experience:

To proceed to Step 4,
please click here:

[Continue >>](#)

Fig. 39

380



Step 4: Accept Terms and Conditions

To print a copy of the eTrav Terms and Conditions for your records, click 'File' and select 'Print' from your web browser.

The following Terms and Conditions apply to all eTrav Journeys, and must be agreed to by every participant before registering.

Click 'Accept' to state that you have read, understood, accepted and agree to be bound by the eTrav Terms and Conditions and proceed to step 5. Click 'Decline' if you do not accept these terms. By doing so, you will not be able to complete the online registration process at this time.

Terms and Conditions

☐ Decline

☒ Accept

- [Departing From a Different US City](#)
- [Extending Your Stay](#)
- [Purchasing your Own Airline Ticket](#)
- [Financial Security](#)
- [Airlines, Tickets and Luggage](#)

Fig. 40

390

Step 5: Accept Release Form (Student)

To print a copy of the eTrav Release for your records, click 'File' and select 'Print' from your web browser.

Click 'Accept' to state that you have read, understood, accepted and agree to be bound by the eTrav Release and proceed to step 6. Click 'Decline' if you do not accept these terms. By doing so, you will not be able to complete the online registration process at this time.

This Release is for use by those participants under 21 years of age. Before you may complete this registration, participants below age 21 must have a parent or legal guardian read and accept the eTrav Terms and Conditions and this Release. If you are 21 years of age or older, please go back to the first Registration screen and select the appropriate age category.

Release:

As proof of parental/guardian consent, eTrav requires one of the following:

(a) initial payment be made online at the conclusion of the registration process using a VISA or MasterCard issued in the name of your parent or guardian.

Or,

(b) a printed Registration Form signed by your parent or guardian be forwarded to eTrav with the initial payment. You may print a copy of the Registration Form at the conclusion of the online registration process for mailing to eTrav.

Fig. 41

← 400

Step 6: Select Journey Options

Below is a list of Journey Options available to individual travelers on this Journey. If you are interested in adding an option to your standard eTrav Journey, click "Select" beside the desired option's price.

Journey Options:

Miscellaneous Options:

<input checked="" type="checkbox"/> Insurance	Price: \$70	<input type="button" value="Select It"/>
Description: Travel Protection Plan		
<input checked="" type="checkbox"/> Tax Deductible Contribution	Price: \$100	<input type="button" value="Select It"/>
Description: The Massachusetts Foundation for the Humanities		

Alternate Departure Cities:

If you want to depart from a different location than the eTrav group, click the *Select It* button.

<input checked="" type="checkbox"/> Depart From: Boston, USA	Price: \$190	<input type="button" value="Select It"/>
Description: Boston Gateway for departure and return		

Fig. 42

← 410

Your Selections:

You have not selected any options. Select options, or proceed by clicking the *Continue* button.

Click continue button when finished:

Confirm your selections and make a payment.

Congratulations. You have registered for this Journey!
You may now proceed to the Payment process. On this page, review and confirm your journey options and then select payment method.

Selected Options:

[<< Modify](#)

No optional services have been selected. To add optional services, click the *Modify* button.

Journey Price:	\$1839
Tax:	\$87
Registration Fee:	\$95
Options Total:	\$0
Total Cost:	\$2121
Other Credits:	\$0
Other Debits:	\$0
Amount Paid:	\$0
Current Balance:	\$2121

Select a Payment Method

(We recommend you pay online by using our secure online payment option for MasterCard or Visa.)

[Pay Online](#)

(Use this button to print an invoice to mail to eFax with your payment.)

[Print Bill](#)

Fig. 43

420

Our Journey | Itinerary | My Account | Contact Us | Insurance Info | Travel Resources

Courier Group Leader Group Resources Traveler List

430a 430b 430c 430d

Itinerary Detailed Day-By-Day Hotels Flights

"Applause!"

The museums and galleries of London rank amongst the finest in the world. The dynamic theater district offers a wide variety of world-famous performances. This, combined with excursions to Stonehenge, Bath, Salisbury, Stratford-upon-Avon, and Warwick, provides you with a wonderful introduction to London and its surroundings.

Detailed Day-By-Day | Hotels | Flights

Print Itinerary

Fig. 44

430

Applause!

1. **Day 1**
Overnight flight from the United States.
2. **Day 2**
Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis.
3. **Day 3**
A local guide will provide an exciting introduction to Europe's largest city. Highlights will include Trafalgar Square, the Houses of Parliament, Big Ben and an inside visit of the glorious St Paul's Cathedral. The tour will finish outside of Queen Elizabeth I's London residence in time for you to experience the pomp and ceremony of the Changing of the Guard. This evening enjoy a theater performance in the West End.
4. **Day 4**
A full day excursion to Neolithic Stonehenge, charming Bath, and Salisbury with its majestic cathedral. Back in London in time for dinner.
5. **Day 5**
Participate in a Shakespearean workshop at the Globe Theatre, a recreation of the theater where Shakespeare's plays were performed. This includes a tour followed by an interactive workshop with one of the Globe's own actors. This afternoon, why not cross the River Thames and visit the famous Tower of London? Count the ravens and marvel at the priceless splendor of the Crown Jewels. This evening enjoy your second theater performance.

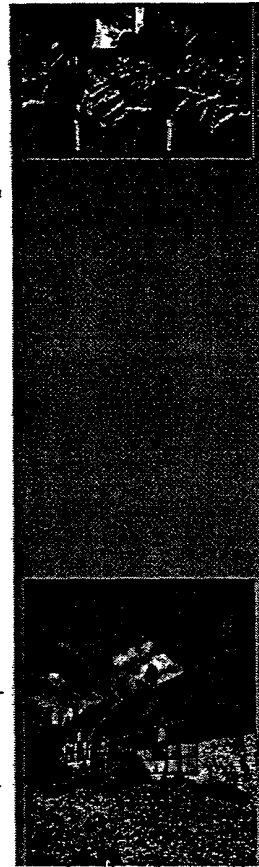


Fig. 45

← 740


Detailed Day-By-Day:	
Day 1: Overnight Flight Overnight flight from the United States.	Date: 4/12/2001 Web Links: • Suggested Reading - England
Day 2: Arrival in London Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis.	Date: 4/14/2001 Web Links: • Map of London • Tube Map
Day 3: Guided tour of London-Theater performance A local guide will provide an exciting introduction to Europe's largest city. Highlights will include Trafalgar Square, the Houses of Parliament, Big Ben and an inside visit of the glorious St Paul's Cathedral. The tour will finish outside of Queen Elizabeth I's London residence in time for you to experience the pomp and ceremony of the Changing of the Guard. This evening enjoy a theater	Date: 4/15/2001 Web Links: • St. Paul's

Fig. 45b

450

460 Fig. 45c

Hotel Information:



Hotel Information:
 April 14 - April 20, 2001
 Radisson Grafton Hotel
 130 Tottenham Court Road
 London W1P9HP
 Tel: 011.44.207.388.4131
 Fax: 011.44.207.387.7394
<http://london.hotelguide.net/data/h100438.htm>

470 Fig. 45d

Flight Information:

April 13, 2001
 Overnight Flight from Washington, Dulles

Virgin Atlantic #22	departs Washington, Dulles
7:00PM	
7:05AM	arrives London, Heathrow

April 21, 2001

Virgin Atlantic #21	departs London, Heathrow
11:30AM	
2:40PM	arrives Washington, Dulles

OnJourney | MyAccount | ContactUs | InsuranceInfo | TravelResources

Itinerary

Detailed Day-By-Day 480a
 Hotels 480b
 Flights 480c 480d

Day Detail: Arrival in London

Day 2: Arrival in London Date: 4/14/2001

Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis.

Web Links:

- Map of London
- Tube Map

<< [back to Itinerary Overview](#)

Fig. 46

480

MyAccount



Step 3: Confirm My Account

Account Information for mattsmith

[Click here to make modifications.](#)

Traveler Name: Matt Smith
Address: Governor's School
 109 Campus Drive
 Alberta, VA 23821
 US
Billing Address: P.O. Box 326
 19524 Lundy Rd
 Dinwiddie, VA 23041
 US
Email Address: mattsmith35@hotmail.com
Home Phone #: 804 469 3511
Work Phone #: 804 949 0060
Organization: Governor's School
Sex: Male
Date of Birth: 03/21/1974
Traveler Type:
 Prior eTrav
 Experienced

If you like, feel free to contact us for more information.

You may return to the OurJourney page by clicking the Return button.

[Return](#)

Fig. 47

← 490

[OurJourney](#) | [Itinerary](#) | [MyAccount](#) | [Contact Us](#) | [Insurance](#) | [VacResources](#)

Contact Us

eTrav is headquartered in Boston, Massachusetts. For more information, please contact us at:

Educational Travel Alliance (eTrav) Inc.
 Statler Building - Suite 630
 20 Park Plaza
 Boston, MA 02116 USA

877-77-eTrav (toll free)
 617-695-9099 (tel)
 617-695-9899 (fax)
 617-803-9284 (after hours emergencies)
info@etrav.com

eTrav West Coast
 5615 W. Acoma Drive #33
 Glendale, AZ 85306 USA
 877-877-1862 (toll free)
 602-564-8006 (fax)
houghton@etrav.com

Travel with People you Know



Fig. 48

← 500

InsuranceInfo

Your Membership Fee includes Health and Accident Insurance Coverage. This insurance is in force during your eTrav trip when you board your flight from your eTrav departure city. eTrav also recommends that participants purchase the Comprehensive Trip Coverage Plan.

Health and Accident Insurance Plan

Benefits Included in Membership Fee:

- o Health/Accident Insurance Coverage Abroad up to \$5000.
- o Twenty-Four Hour Emergency Medical Assistance, Consultation and Monitoring.
- o Emergency evacuation where deemed necessary by the Emergency Medical Assistance Provider.
- o A one way economy ticket home in the event it is deemed necessary by the Emergency Medical Assistance Provider.
- o A roundtrip economy ticket will be provided to bring a family member to the bedside of a traveler less than 25 years of age in the event the need to be in the hospital for more than three days.
- o Twenty-Four Hour Emergency Assistance for Cash Transfers, Lost Documents, and Legal Assistance.

Comprehensive Trip Coverage Plan Cost: Year 2001 (\$70)

Medical Cancellation Insurance

Waiver of the eTrav Medical Cancellation Fee of \$450 upon receipt of a letter from a physician stating that due to the medical condition of participant or member of his/her immediate family that it is inadvisable for the participant to travel at the current time.

Fig. 49

← 510

TravelResources

Preparation is one of the keys to a fun and successful trip! Here are a few helpful resources to assist you as you get ready to travel, including information on applying for a passport, a list of what you'll need to pack.

[Passports](#)

[What to Pack](#)
Required list

Review the [Terms and Conditions](#) | [Student Release](#) | [Adult Release](#)

Passports

It's easy. Passports are required for all eTrav trips. Apply at least ten weeks before departure (sooner if you need a visa, see below). Contact your local post office or county building for the forms. You may also get an application online at the [passport services site](#).

The passport fee is \$40 if you are age 15 and under, and \$60 if you are age 16 and older. No additional documents or visas are required for US citizens traveling to Europe or Costa Rica.

Non-US Citizens

Non-US citizens are responsible for obtaining all documents required to enter the countries to be visited and for re-entry into the USA. Please consult the consular offices of all countries on your itinerary, as well as the US immigration office for complete information.

What to Pack...

Since you will be carrying your own luggage on your trip, don't pack too much. Plan to wear some of your clothes a few times

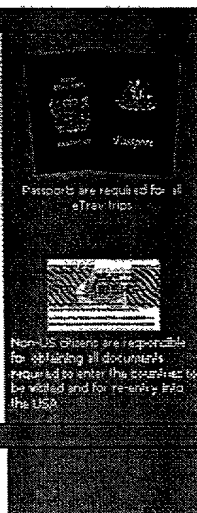


Fig. 50


← 520

Fig. 51
530 →

OutJourney

Control Group Leader Group Resources Transfer List


Consent to be assigned

 To be assigned

Contact	Biography
<p>Address: 25 Park Plaza Suite 220 Beverly Hills, CA 90210</p> <p>Email Address: shart@outjourney.com</p>	<p>As Vice President of OutJourney, Steve Hart is responsible for Journey Director and local host assignments in Europe, as well as training and supervision. He worked as a Journey Director in Europe for a number of years and as Overseas Coordinator in South Africa and South Korea. What a privilege to have a great Journey Director. It is our recognition that your Journey Director is a very important part of an educational journey. They provide a cultural context, manage the travel logistics and become a friend along the way. Often our Journey Directors keep in touch with groups after they have returned home with the philosophy in mind that we will assign a Journey Director to work with you that suits your needs and interests. Watch this space for a...</p>


Area of Expertise:

Primary Group Leader: Approve with Matt Smith

 **Matt Smith:** Mr. Smith is a math and physics instructor at the Governor's School for Global Economics and Technology. He teaches 11th and 12th grade gifted and talented students from the following four counties in Southside Virginia: Brunswick, Greensville, Mecklenburg, and Nottoway. Mr. Smith is married, and his wife Donna will accompany him on this trip. Mr. Smith graduated from North Carolina State University with degrees in Mathematics and Mathematics Education.

Contact	Background
<p>Address: Governor's School 109 Campus Drive Albemarle, VA 22912</p> <p>Email Address: outsmath256@gmail.com</p>	<p>Organization: Governor's School</p> <p>Travel History: As a teenager, Mr. Smith lived in England for four and a half years when his father was stationed there while in the air force. His mother is from England, and the majority of her family still lives near London.</p>

Approved Group Leader:

 **Donna Smith:** Mrs. Smith will join this Journey as an assistant

Contact	Background
<p>Address: P.O. Box 226 19524 Lunenburg Rd. Dumfries, VA</p>	<p>Organization: *</p> <p>Travel History: She looks forward to a</p>

Fig. 52

← 540

OurJourney | Itinerary | MyAccount | Contacts | Insurance Info | Travel Resources

OurJourney | Courier | Group Leader | Group Resources | Traveler List

Welcome mattsmith,
In the Group Resources section, you can download pictures, articles, and other items related to this Journey. You could upload images and articles by sending an e-mail to info@...com.

Group Resources List: (click on the title to view the item)

Title:	Type:	Author:	Filename:	Size (bytes):
What Is and Is Not Included in the Trip Fee	Article		NA	NA

Fig. 53

← 550

OurJourney | Courier | Group Leader | Group Resources | Traveler List

The following people have expressed their interest in joining this trip by registering on this website, and have agreed to the eTrav Terms and Conditions, and the Release Terms. If you haven't registered, you may do so by [clicking here](#). The people on this list may or may not have submitted payment. The actual travelers will be those who submit payment to eTrav.

Journey Registrants:

Name	E-Mail Address	Current Bal.
Registered:		
BESS PAT ALLEN	patallen@hotmail.com	\$1286
Kristy Boyler	kristyboyler@att.net	\$591
Heather Clary	hclary@att.net	\$591
Andrea Dennis	adennis1@hotmail.com	\$1286
MATTHEW CRIZZARD	mc303d.com	\$0
Michael Keetman	m_keetman@hotmail.com	\$1751
Joey Lapresti	jlapresti@hotmail.com	\$1181
Diana Rendor	drr_B3@hotmail.com	\$1681
Timothy Robinson	trobenson@cavtel.com	\$1462
Michael Robinson	mike_R15@hotmail.com	\$1681
Kimberly Sexton	jimgin@bugs.net	\$0
Donna Smith	Donna.C.Smith@omusa.com	\$1462
Harrison Vaughan	herpison1@yahoo.com	\$1286
Thomas Zimmerman	tzimmer@hotmail.com	\$1286

560 Fig. 54